

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2004

Continuing ☐

New ☒

Previous Year (below line/defer) ☐

Issue: Approval Process for Single Family Homes

Lead Department: Community Development

General Plan Element or Sub-Element: Community Participation Sub-Element

1. What are the key elements of the issue? What precipitated it?

This study would reevaluate the process of design review, neighbor notification and inspection for construction on single family homes. It would determine if additional noticing and neighbor input are needed during the design review process. This study would explore the balance between a homeowner's certainty of using the zoning code for certainty in the design process vs. the neighbor's right to have input. This study would also review the interpretation and application of the design guidelines.

In October 2003, the City Council adopted a program of improved notification procedures for single family design review based on recommendations from the Outreach Task Force. The specific project that may have triggered this issue was not approved under the newly adopted noticing procedures.

2. How does this relate to the General Plan or existing City Policy?

Community Participation Sub-element:

Goal 7.2A Community Education: Achieve a community in which citizens and businesses are informed about local issues and City programs and services.

Policy 7.2A.2 Information Distribution: Publish and distribute information regarding City programs and services, City Council actions, and policy issues.

3. Origin of issue:

Councilmember: Miller

General Plan: _____

Staff: _____

BOARD or COMMISSION

Arts	<input type="checkbox"/>	Library	<input type="checkbox"/>
Bldg. Code of Appeals	<input type="checkbox"/>	Parks & Rec.	<input type="checkbox"/>
CCAB	<input type="checkbox"/>	Personnel	<input type="checkbox"/>
Heritage & Preservation	<input type="checkbox"/>	Planning	<input type="checkbox"/>
Housing & Human Svcs	<input type="checkbox"/>		

Board / Commission Ranking/Comment:

This issue was not considered by a Board or Commission.

_____ Board / Commission ranked _____ of _____

4. Due date for Continuing and Mandatory issues (if known): _____

5. Multiple Year Project? Yes ☐ No ☒ Expected Year of Completion 2004

6. Estimated work hours for completion of the study issue.

(a) Estimated work hours from the lead department 200

(b) Estimated work hours from consultant(s): _____

(c) Estimated work hours from the City Attorney's Office: 25

(d) List any other department(s) and number of work hours:

Department(s): Office of the City Manager 40

Total Estimated Hours: 265

7. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ☐ No ☒

(b) Does this issue require review by a Board/Commission? Yes ☒ No ☐

If so, which Board/Commission? Planning

(c) Is a Council Study Session anticipated? Yes ☒ No ☐

(d) What is the public participation process?

In addition to the standard public hearing notification process, staff would conduct outreach to neighborhood groups for input.

8. Estimated Fiscal Impact:

Cost of Study	\$ _____
Capital Budget Costs	\$ _____
New Annual Operating Costs	\$ _____
New Revenues or Savings	\$ _____
10 Year RAP Total	\$ _____

9. Staff Recommendation

- ☐ Recommended for Study
Against Study
X No Recommendation

*reviewed by*_____
Department Director_____
Date*approved by*_____
City Manager_____
Date